

Frequently Asked Questions about MCSO Policies and Procedures
pertaining to Inmate property release:

Release of Property Prior to Release of Inmate

1. A Marion County Sheriff's Department Property Release form shall be used to authorize release of inmate property currently stored within the Marion County Jail. Release of this property SHALL NOT include clothing or money.
2. Upon transfer of an inmate to the Department of Corrections (DOC), an "Inmate Personal Property Release Authorization" form shall be filled out and signed by the inmate. It is the inmate's responsibility to notify the person(s) in the form to pick up their property. The person(s) notified will have 45 days of the inmate's transport to DOC to pick up the property or it will be disposed of.

No property will be released unless two (2) forms of identification are shown. One (1) photo ID is required.

Release of Funds to Other Parties

1. Inmate funds may be released to attorneys or bondsmen for the purpose of paying legal fees or obtaining release.
2. Jail Administrative staff, as authorized by the Jail Commander, may authorize the release of inmate funds to family members for emergency reasons such as preventing utility disconnection at the family residence. Proff of the emergency shall be required by property authority.

Day and Times of Property Pick-Up

Inmate property/vehicle may be picked up Monday-Friday between the hours of 8:30AM-11:30AM for inmates housed at the Main Jail unless identified inmate(s) is/are in court on the requested date. Property of inmates that have been transferred to DOC may be picked up Monday-Thursday 8:00AM-4:00PM and Friday 8:00AM-3:00PM.